

**STATE OF CALIFORNIA - EMPLOYMENT DEVELOPMENT DEPARTMENT  
SCHOOL EMPLOYEES FUND**

**SELECTION OF FINANCING METHOD AND ELECTION TO COVER EXCLUDED SERVICES**

Beginning January 1, 1978, all employees, classified, certificated, and others, of a school district (Kindergarten through 12<sup>th</sup> grades) and a community college district are subject to the compulsory provisions of the California Unemployment Insurance Code for unemployment insurance purposes. Exclusions in the Education Code no longer apply.

**I. SELECTION OF FINANCING FOR UNEMPLOYMENT INSURANCE (Check only one)**

- ☐ School Employees Fund, Section 821-832, California Unemployment Insurance Code (financing in effect since January 1, 1972).
- ☐ Prorated cost of benefits paid (direct reimbursement to the Unemployment Insurance Fund).
- ☐ Payments of contributions by regular contribution rate method (Tax Rated method as commonly used by the private/commercial employers).

If you elect financing method with the School Employees Fund or direct reimbursement, your election may only be cancelled on January 1<sup>st</sup> of any year after you have been in effect for TWO FULL CALENDAR YEARS.

**II. ELECTION TO COVER EXCLUDED SERVICES**

At your option, you may elect to cover certain types of services that are still excluded from the compulsory provisions of the California Unemployment Insurance Code. Such an ELECTION must be for not less than two full calendar years, with the financing method to be the same as that selected for compulsory covered.

Most EXCLUDED SERVICES are usually not applicable to school districts. Examples are services performed for a church, for a hospital by a patient, for a foreign government, or for penal institutions by inmates.

School districts may ELECT coverage for the following EXCLUDED SERVICES by checking the appropriate block(s):

- ☐ Services performed in the employ of a school, college, or university, if such service is performed (Section 642 of the California Unemployment Insurance Code):
  - (a) By a student enrolled and regularly attending classes at such school district or community college.
  - (b) By a spouse of such student who is advised at the time such spouse commences to perform services that the employment of such spouse is provided under a program to provide financial assistance to such student by such school district or community college.

☐ Service in a program combining academic instruction and work experience for full-time students under age 22 (Section 646 of the California Unemployment Insurance Code).

☐ Services performed by an ordained, commissioned or licensed minister or member of religious order.

Services performed by an individual in the exercise of his or her duties as any of the following in the employ of any public entity:

☐ A member of a legislative body, or a member of the judiciary, of a state or political subdivision thereof.

☐ A member of a State National Guard or Air National Guard.

☐ An employee serving on a temporary basis in case of fire, storm, snow, earthquake, flood, or other similar emergency.

☐ In a position which, under or pursuant to state law, is designated as either of the following:

1. A major non-tenured policymaking or advisory position,
2. A policymaking or advisory position, the performance of the duties of which ordinarily does not require more than eight hours per week.

☐ Services for a rehabilitation program by a participant in the program.

☐ Services by a participant in a work-relief or work training program assisted or financed in whole or in part by a federal or state agency.

IF YOU HAVE ANY QUESTIONS, PLEASE CALL THE SCHOOL EMPLOYEES FUND AT (916) 653-5380 OR FAX (916) 653-5576.

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Authorized Signature

\_\_\_\_\_  
Position Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Phone Number  
(include area code)

\_\_\_\_\_  
Fax Number

Return form, DE 1SE, to:

Employment Development Department  
School Employees Fund  
800 Capitol Mall, MIC 13  
Sacramento, CA 95814

Or

FAX to (916) 653-5576